RECORD OF INDIVIDUAL INACTIVE DUTY TRAINING (Use to report days within the same month) PRIVACY ACT STATEMENT AUTHORITY: 10 U.S.C., Section 12732. PRINCIPAL PURPOSES: To record Reserve Member's inactive duty training for payment, and/or points for years of service credit, and determining fulfillment of requirements for retention in Ready Reserve. ROUTINE USES: Information may be disclosed to individuals' employers to verify military duty. DISCLOSURE IS VOLUNTARY: Failure to provide the information, including the SSN, could result in the improper recording of training and retirement credits, thus adversely affecting retirement actions. I. PERSONAL/PAY DATA (Type or print clearly in ink) CHECK IF NEW HOME MAILING ADDRESS RANK NAME (Last, First, MI) SSN RPO (IMAs) UNIT (Unit Reservists) INCENTIVE/SPECIALTY PAY PAY STATUS (MUST use separate form for pay and non-pay. Non-pay IDTs submission to ARPC/DPK applies to IMAs Only.) Aviation Career Incentive Pay (ACIP) PAY Hazardous Duty Incentive Pay (HDIP) (Provide authorizing documents) NON-PAY Other (Specify) TYPE OF TRAINING **EQUIVALENT TRAINING** TRAINING PERIOD Other (Specify) RETENTION/RETIREMENT (R/R) DATE II. TRAINING DATA (List each day of training separately) NUMBER OF DATE **DUTY HOURS** HOURS TRAINING LOCATION/REMARKS YYYYMMDD WORKED (Inclusive) WORKED **POINTS** TOTAL NUMBER OF POINTS TOTAL NUMBER OF HOURS WORKED III. AUTHORIZATION FOR TRAINING, TELECOMMUTING, TRANSIENT QUARTERS AND SUBSISTENCE (Required for lodging only and shall not exceed the number of training days. Complete and return to reservist prior to the reservist reporting for scheduled training.) See AFI 34-246, Air Force Lodging Program, and AFI 34-401, Food Service Management. Reservists on Inactive Duty Training (IDT) are authorized to occupy VOQ/VAQ, including contract quarters, in conjunction with the date/s/ shown above. On an IDT day, only enlisted reservists in pay status are authorized subsistence-in-kind if training is 8 hours or more in any 1 day. If the duty is less than 8 hours or is non-pay status, or if the reservist is an officer, the reservist MUST pay the full food charge. The Authorizing Official is the commander of the assigned unit or a representative designated IN WRITING. AUTHORIZING OFFICIAL'S SIGNATURE AND TITLE LODGING SUBSISTENCE DATE (Must be same or prior AUTHORIZED **AUTHORIZED** to first date of training) YES NO IV. CERTIFICATION (Certifying official is the military member or civilian who supervised the training and has knowledge it was performed.) The penalty for willfully making false claims is: A maximum fine of \$10,000 or maximum imprisonment of 5 years (18 U.S.C., Section 2871). By signing and dating this form, the Reservist and Certifying Official (training supervisor who has knowledge training was performed) verify satisfactory completion of all training period(s) listed in Section II. The dates must be on or after the last date of training. RESERVIST'S NAME & PHONE NO. (Type or Print legibly in Ink) RESERVIST'S SIGNATURE (In Ink) DATE DATE CERTIFYING OFFICIAL'S NAME/GRADE/PHONE (Type or Print legibly in Ink) OFFICIAL'S SIGNATURE (In Ink) V. DISTRIBUTION The Certifying Official will send copy 1 to member's Reserve Pay Office (RPO) for Paid IDTs, HQ ARPC/DPK (IMAs and IRRs only) 6760 E

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completes the training. One copy each to supervisor, member, and lodging.

Irvington PI, Denver CO 80280, for Non-Paid IDTs not later than 2 days for unit members and 30 days for IMAs and IRRs after the member

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	U.S.C., Section													
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determining fulfillment of requirements for retention in Ready Reserve.														
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I. PERSONAL/PAY DATA (Type or print clearly in ink)														
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IV. CERTIFICATION (Certifying official is the military member or civilian who supervised the training and has knowledge it was performed.)														
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III. AUTHORIZATION FOR TRAINING, TELECOMMUTING, TRANSIENT QUARTERS AND SUBSISTENCE (Required for lodging only and sha not exceed the number of training days. Complete and return to reservist prior to the reservist reporting for scheduled training.)									nd shall					
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						YES	NO			YES	NO		
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